

Performance Management Helpful Resources

Last Updated 7/11/2018

WEBSITE	ADDRESS	DESCRIPTION
Performance Management Appraisal Program (PMAP) at NIH	https://intrahr.od.nih.gov/compensation/perfgmt/pmapoverview.htm	A vast array of resources to assist supervisors during all phases of the performance management cycle.
HR Library: HHS PMAP Policy	https://www.hhs.gov/about/agencies/asa/ohr/hr-library/430-1/index.html	Explains procedural requirements for the current HHS 5-tier rating system, and is applicable to non-SES positions.
HHS PMAP Handbook: A Resource Guide for Supervisors and Employees	https://intrahr.od.nih.gov/compensation/perfgmt/documents/HHSPMAPHandbook.pdf	Complements the HHS PMAP Policy and provides supervisors and employees with a uniform working guide for the day-to-day administration of performance management.
HHS Guide for Writing Performance Plans (PMAP), Performance Elements, and Measurable Standards	https://intrahr.od.nih.gov/compensation/perfgmt/documents/HHS%20Guide%20for%20Writing%20Performance%20Plans%202.7.18.pdf	Includes material to help supervisors and managers create critical performance elements and measurable performance standards.
Sample Critical Elements	https://intrahr.od.nih.gov/compensation/perfgmt/sampleelements.htm	A library of sample critical elements is available for many common positions at the NIH.
Level 3 Rating Justification	https://intrahr.od.nih.gov/compensation/perfgmt/documents/level3ratingjustificaiton.pdf	Examples of Written Narratives for Level 3 (Achieved Expected Results) Performance.
Level 5 Rating Justification	https://intrahr.od.nih.gov/compensation/perfgmt/documents/level5ratingjustification.pdf	Examples of Written Narratives for Level 5 (Achieved Outstanding Results) Performance.
NIH Employee & Labor Relations Contacts	https://intrahr.od.nih.gov/policyguidance/er/contacts.htm	List of Employee and Labor Relations Specialists' contact information and IC's serviced.